



BOBBY JINDAL
GOVERNOR

State of Louisiana
Statewide Interoperability Executive Committee
<http://www.ohsep.louisiana.gov/interop.htm>

BRANT MITCHELL
CHAIRMAN

VACANT
VICE CHAIRMAN

MINUTES
Wednesday, July 16, 2008

The Statewide Interoperability Executive Committee (SIEC) met on Wednesday, July 16, 2008 at Louisiana State Police Headquarters, First Floor, Conference Room B, 7919 Independence Boulevard, Baton Rouge, Louisiana 70806.

I. Call to Order

Interim Chairman Mark Cooper appointed Brant Mitchell as proxy for the July 16, 2008 meeting; therefore Mr. Mitchell called the meeting to order at 1:30 p.m. Chairman Mitchell advised that due to a scheduling conflict Mark Cooper would not attend the SIEC meeting, but conveyed to the SIEC members on Mark's behalf of his appreciation and gratitude to all members who were may not be reappointed to the new committee established by SB 788.

II. Roll Call

The SIEC roll was called by Christina Dayries, and a quorum was established.

The following SIEC members were present and absent.

Committee Members Present	Representing Agency
Brant Mitchell (Proxy for M. Cooper)	GOHSEP
Colonel Eric Sivula	Dept. of Public Safety & Corrections, Corrections Services
Joe Drago	Dept. of Transportation and Development
Derald Kirkland	Division of Administration and Office of Information Technology
Chief Lloyd Miller	Louisiana Fire Chief's Association
Representative Bodie White	Louisiana House of Representatives Special Committee on Louisiana Homeland Security
Benjamin Bourgoyne	Louisiana National Guard
Kim Manning (Designee for Senator Walsworth)	Louisiana Senate Select Committee on Homeland Security
Sheriff Ricky Edwards	Louisiana Sheriffs Association
Lt. Colonel Ralph Mitchell (Designee	Dept. of Public Safety & Correction,

for Colonel Edmonson)	Public Safety Services
Colonel Ken Hughes	Region 1
Captain Bob Hale	Region 2
Eric Deroche (Designee for D. Scott)	Region 3
Lt. David Benada	Region 5
Sonya Wiley-Gremillion	Region 6
Robert Jump	Region 7
Tommy Thiebaud	Region 9
Dick Gremillion	Regional Parish Homeland Security & Emergency Preparedness Directors Committee

Agency's Absent

Dept. of Health & Hospitals
 Dept. of Wildlife and Fisheries
 Louisiana House of Representative on Criminal Justice
 Louisiana Public Service Commission
 Louisiana State Senate Judiciary B Committee
 Louisiana Association of Chiefs of Police
 Louisiana Broadband Advisory Council
 Region 4
 Region 8

SIEC Meeting Sign In Sheet: Appendix A

III. Approval of Minutes: SIEC Meeting – May 1, 2008

Sonya Wiley-Gremillion requested an amendment to correct the minutes regarding the name reference to the E-911 Communications Districts. Eric Deroche seconded the amendment.

On motion of Sonya Wiley-Gremillion, seconded by Eric Deroche, the SIEC voted unanimously to approve the minutes of the May 1, 2008 meeting with the amendment requested by Sonya Wiley-Gremillion.

- Chairman Mitchell recognized Representative Bodie White. Representative White notified the members that SB 788 passed both the Senate and the House unanimously. Included in the bill was the local representation as requested by the SIEC. He also advised that interoperability was heavily funding during the past session, which includes state fiscal year 2008-2009.

IV. ACT 797 (SB 788)

Chairman Mitchell provided a copy of Act 797 (SB 788), which passed both the House and Senate during the 2008 Regular Legislative Session and was signed by the Governor on July 8, 2008. The bill was sponsored by Senator Walsworth and Representatives Hines, Leger, Lorusso, Richmond and White. The effective date of Act 797 is August 15, 2008.

Chairman Mitchell gave an overview of Act 797 (SB 788). Chairman Mitchell advised that as a result of Act 797 (SB 788), the Office of Interoperability has been established within the Governor's Office of Homeland Security and Emergency Preparedness. The Act also creates an Assistant Deputy Director of Interoperability, and establishes under the Unified Command Group; the Interoperability Subcommittee.

The Interoperability Subcommittee, which will officially retain the name of Statewide Interoperable Executive Committee (SIEC), will be comprised of 20 members consisting of six first responder associations, five state agencies and each of the nine regional representatives.

Brant Mitchell's Presentation: Appendix B

Dick Gremillion asked if Governor Jindal had appointed the Unified Command Group members. Chairman Mitchell advised that he was not aware the Governor had defined the UCG members, but would check on the status, and follow up with a copy of the Executive Order to all SIEC members if available.

V. Chairman's Report

A. Interoperability Staff

Chairman Mitchell introduced Christina Dayries, Communication Systems Manager with GOHSEP's Office of Interoperability. He also provided copies of the two additional positions (Communications Technical Analyst and Communications Planner), which will become part of the Office of Interoperability staff. Both positions should be filled within 30 – 60 days.

B. PSIC Grant

PSIC Grant Priority #1:

Chairman Mitchell advised that the purchase order for the (22) 700MHz voice repeaters and related equipment has been released to Motorola in the amount of \$7,960,305.76. He also stated that the state should begin receiving delivery of the equipment by early August. He also advised that (19) of the sites should be

operational by November 1, 2008 with the remaining three shortly thereafter. Additionally, he will continue to provide updates to the SIEC members as sites are brought on line.

PSIC Grant Priority #2:

Chairman Mitchell provided an update on the procurement options available for local and state agencies regarding subscriber units (portable and mobile radios) and consoles. He advised that the state is reviewing all available procurement options.

Ken Hughes asked Chairman Mitchell if the PSIC grant authorized the purchase of radios parts and related service equipment. Chairman Mitchell advised he would verify with DHS and follow up with Mr. Hughes.

Richard Silverman asked if the state could transfer the portables radios purchased by the SIEC last year to each state agency they are currently issues to. Chairman Mitchell advised he would verify with appropriate state agencies and provide an update at the next SIEC meeting.

Eric Deroche asked if the state had a projected timeline for when parishes will be able to begin purchasing their respective equipment. Chairman Mitchell stated that the PSIC grant award letters should be sent to each of the 64 parishes within 30-45 days, which will facilitate the parishes to begin purchasing their equipment.

PSIC Priority #3:

Chairman Mitchell announced that the PSIC grant award letters should be sent to the four eligible parishes, New Orleans, Baton Rouge, Lafayette and Lake Charles within 30-45 days. The funding can be used toward enhancing or establishing a WiFi environment.

C. Hazard Mitigation

Chairman Mitchell advised that GOHSEP had submitted an application to FEMA requesting \$10 million for subscriber units to be funded with the 5% Non-Traditional Hazard Mitigation funding. Initial feedback from FEMA appears that the application will not be approved, however GOHSEP will appeal if an unfavorable decision is given.

Chairman Mitchell also stated that GOHSEP was working with Paul Rainwater, Director of the Louisiana Recovery Authority to determine if the Community Development Block Grants (CDBG)

could fund interoperability initiatives. When further information is available, Chairman Mitchell will provide an update to the SIEC.

D. Parish Agency's Assessments

Chairman Mitchell provided the results from the recent statewide assessment conducted by GOHSEP regarding parish needs for 700MHz portables, mobiles and consoles. In addition the assessment obtained the number of all parish primary and non-primary first responder agencies.

Sonya Wiley-Gremillion asked who the point of contact is if a parish would like to update their assessment. Chairman Mitchell asked that each parish work either with his office directly or through the GOHSEP Regional Coordinators.

Statewide Assessment Presentation: Appendix B

E. New Federal Interoperable Communications Grant

Chairman Mitchell advised that the state was notified of a new federal grant regarding communications. Louisiana is intended to receive \$887,944 from the FY 2008 Interoperable Emergency Communications Grant Program (IECGP). The application is due July 21, 2008 with awards expected by September 30, 2008. The goal of IECGP is to improve interoperable emergency communications through Governance, Planning, Training and Exercises. The IECGP will not support any equipment procurement.

Chairman Mitchell offered his thoughts on the IECGP application that would be prepared and submitted by GOHSEP and asked for concurrence from the SIEC. He stated that the funding would be used to 1) formalize regional interoperable communications governance boards, 2) update and refine the Statewide Interoperable Communications Plan and Regional and Statewide Tactical Interoperable Communications Plans (TICP's), 3) develop and update policies, procedures and protocols, 4) develop outreach activities related to interoperable emergency communications, and 5) provide a week long training and exercise event for interoperable emergency communications within each of the nine regions.

On motion of Eric Deroche, seconded by Dick Gremillion, the SIEC voted unanimously to approve the recommendation for the IECGP application, which will be submitted by GOHSEP as the State Administrative Agency.

F. Regional and State TIC Plans

Chairman Mitchell provided an update on the development of each of the regional TICP's. He offered to assist Region 6 with their TICP, which will be not only an educational opportunity for the new Interoperability staff to develop the statewide TICP, but would also provide valuable help to Region 6. He also reminded everyone that DHS has required the statewide TICP by December 31, 2008.

Eric Deroche asked which agency was required to approve the Regional TICP's. Chairman Mitchell asked that each regional interoperable working group approve their respective plans prior to submitting to the state.

TICP Presentation: Appendix B

- G. Chairman Mitchell provided a quick overview of Virtual Louisiana and how it could be used as a tool in determining 700MHz site locations. He will provide an in-depth presentation on Virtual Louisiana at a later date. If government agencies would like to request access to Virtual Louisiana, please visit the GOHSEP Virtual Louisiana link at <http://www.ohsep.louisiana.gov/laearth.htm>.

VI. Statewide System Maintenance Report

Jeya Selvaratnam provided a copy of all agencies currently on the statewide P25 system. He asked Ken Hughes if he could provide agencies from the Region 1 area so they could be added to the report. In addition, he reviewed statewide system busies and site maintenance issues. He stated that one site within the Region 1 area was causing the majority of the system busies and he would follow up with Ken Hughes to resolve the issues.

Mr. Selvaratnam advised that he was working with Bill Vincent, Louisiana frequency coordinator to develop a plan for licensing the 700MHz frequencies. He stated that FCC must approve the frequency plan prior to the licensing, and that he and Bill preferred not to license the frequencies locally with each agency, but would like to use the state instead as a licensee.

Mr. Selvaratnam provided an updated on the (22) site implementation schedule, which should begin within 30 days. As the site selections are reviewed for three of the (22) sites, Mr. Selvaratnam said that he would meet with the local agencies to determine the best possible site selection.

Jeya Selvaratnam's Presentation: Appendix C

VII. FY07/08 and FY08/09 Communications Budget Report

Christina Dayries presented the budget report for state fiscal years (FY) 2007/2008 and 2008/2009. She stated that she was waiting on final expenditures to be completed from State Police and other SIEC purchases before a final funding balance could be provided. However, she did advise that the Region 9 JPS solution was not able to be fully encumbered prior to end of the fiscal year, therefore, the SIEC would have to budget for those remaining expenditures during FY08/09. An updated report for FY07/08 will be given to the SIEC after the closing of the fiscal year finances.

Additionally, Ms. Dayries informed the SIEC of their success in securing over \$38 million for FY08/09. The SIEC funding was reduced from the initial budget request during the 2008 Regular Legislative Session by \$10 million, however, it is anticipated that the legislature will recognize a budget surplus of over \$1 billion in early 2009. The SIEC could request surplus funding for one time acquisitions related to capitol outlay projects.

Ms. Dayries reminded the SIEC of the upcoming fiscal year 2009/2010 state budget preparation deadline of November 1, 2008, which state agencies must comply with. If the SIEC is considering any new and expanded requests, including statewide system maintenance, the new SIEC Budget and Finance advisory subcommittee, upon formation, will need to immediately begin preparing the required documentation to allow the full SIEC to review and approve prior to the deadline.

Christina Dayries' Budget Report: Appendix D

VIII. Old Business

Emergency Alert & Warning RFP

Steve Burr informed the members that GOHSEP was waiting the review of the RFP's received from state purchasing. GOHSEP continues to extend the current My State USA contract on a monthly basis until final award is made.

IX. New Business

- A. Chairman Mitchell provided copies in draft form of proposed SIEC By Laws and statewide system policies regarding; System Requirements, System Access, Interoperable Talkgroups & Channels and Networking Patching. He asked all members to begin reviewing the By Laws and policies and be prepared to discuss in detail at the next SIEC meeting.

- B. Chairman Mitchell informed the SIEC on the transfer of the SIEC website to the GOHSEP server. The current URL will be redirected to GOHSEP's new interoperability website, which is <http://www.ohsep.louisiana.gov/interop.htm>. GOHSEP will work with the state's information technology office to try and continue the old SIEC URL. Any information regarding statewide interoperability will be posted to the website including By Laws, policies, plans, handouts and presentations given at each meeting. Chairman Mitchell advised that it is the intent to have all handouts for meetings posted to the website 24 hours prior to the meeting date.
- C. Chairman Mitchell asked for recommendations in scheduling future meetings. The SIEC all concurred that the fourth Wednesday of every month would be the best date.

X. Public Comments

No public comments offered.

XI. Adjournment

On the motion of Tommy Thiebaud, seconded by Kim Manning, the SIEC voted unanimously to adjourn.

Statewide Interoperable Communications System Executive Committee

July 16, 2008

	Name	Organization
1.	Christina Joyalis	GONSEP
2.	ARMAAN ANDING	MOTOROLA-SYSTEM MNGR
3.	JOE LIVINGSTON	OTM
4.	Jan Rodriguez	DOC
5.	MAJ Benjamin L. Bourgoin	LANG
6.	JOE DRAGO	DOTD
7.	RONALD BOURQUE	NIFD
8.	Martin Delaune	NZFD
9.	Eric Deroche	St. James OEP Region 3
10.	Robert Jung	Caddo-Bossier (Reg 7)
11.	Eric Simba	DOC
12.	DEORLY	Acayelles 911
13.	Steven Burr	GONSEP
14.	Bill ICEMOGUE	GONSEP
15.	MARK HARRELL	ST. HELENA OEP
16.	Julio Fleck THOMAS THEBAUD	WPS WASHINGTON OEP
17.	David Stone	GONSEP
18.	Ricky Edwards	L.S.A.
19.	Kim McDonald	JPS
20.	Rich Grummitt	Calcasieu OHSER/Reg Director
21.	David Bonnard	Calcasieu 32/Region 5
22.	Lloyd Miller	LFCA
23.	Ralph Ledwike	ERRP EMS/911

24.	Sharon Phillips	Region 9
25.	Ken Hughes	Region 1
26.	Richard Sherman	DEQ
27.	Boenb Mitchell	GOTSEP
28.	Perry Vincent	La Brea Comm.
29.	Sonya Brumillion	Region 6
30.	Ralph Mitchell	2 Sp
31.	Bob Hale	Region 2
32.	Joey Booth	Northrop
33.	Bodie White	Representative LA House
34.	Ken Manning	Senate - LA Homeland Security
35.	Rex McDonald	DPS
36.	Teya Selvaratnam	DPS
37.	Tony Waggoner	DPS
38.	Jay Lockwood	GOTSEP
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